

# KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS

November 4, 2016

A meeting of the Kentucky Board of Licensure for Pastoral Counselors was held on November 4, 2016 at the Office of Occupations and Professions at 911 Leawood Drive, Frankfort KY 40601 and began at 1:00 p.m.

## **MEMBERS PRESENT**

Donald Cutter, Chair  
Kathleen Milans  
Elizabeth Milazzotto  
John Lepper  
Carla Cook

## **OCCUPATIONS AND PROFESSIONS**

Chessica Nation, Board Administrator

## **OFFICE OF THE ATTORNEY GENERAL**

Brian Judy, Assistant Attorney General

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## **CALL TO ORDER**

Mr. Cutter, Chair, called the meeting to order at 1:00 p.m.

## **APPROVAL OF MINUTES**

Ms. Milazzotto made a motion to accept the minutes as amended from the April 29, 2016 meeting. Ms. Milans seconded the motion. Motion carried.

## **FINANCIAL STATEMENT**

The Board reviewed and discussed the financial report. No actions were taken.

## **BOARD CHAIR REPORT**

Mr. Cutter reported changes to the American Association of Pastoral Counselors' certification process and that an equivalent course of study needs to be developed for those who have not earned a Master's degree in divinity. Mr. Cutter advised that the Board will need to discuss how to be adaptive to this reality so that more people have the opportunity to be licensed.

## **BOARD COUNSEL REPORT**

Mr. Judy reported that the revised regulations could be filed by November 15<sup>th</sup> if there were no extensive changes or December 15<sup>th</sup> at the latest.

## **O&P REPORT**

Ms. Nation gave the November Occupations and Professions monthly report.

## **NEW BUSINESS**

Beacon Hill Baptist Church – Mr. Lepper made a motion to initiate a complaint (16-05) against a counselor who is not licensed and may be unlawfully practicing. Ms. Milazzotto seconded the motion. Motion carried.

Addition of two documents under 201 KAR 38:020 Section 2 – The Board discussed the documents proposed by Mr. Cutter. Mr. Judy will put the language from the documents into regulation format for review at the next meeting.

Process of approving continuing education programs – Mr. Lepper brought up the matter that the Board has no clear process of approving continuing education programs that are not already approved by the entities listed in 201 KAR 38:070 Section 3(b). Mr. Judy will add language to the regulation for review at the next meeting to allow the Board to review continuing education courses that aren't automatically accepted under the existing regulation.

## **COMPLAINTS**

Mr. Lepper made a motion to send the complaints to respondents for response. Ms. Cook seconded the motion. Motion carried.

Mr. Lepper made a motion to rescind the motion from April 29, 2016 to send Mr. Mallory a letter requesting him to voluntarily stop practicing until he is licensed. Ms. Milazzotto seconded the motion. Motion carried.

Case 16-01: Ongoing.

Case 16-02: Ongoing.

Case 16-03: Ongoing.

Case 16-04: Ongoing.

## **APPLICATION REVIEW**

The Board was presented with the applications for licensure of Janet Cottrell and Margaret Brooks. Ms. Milans made a motion to approve both to take the licensure exam. Mr. Lepper seconded the motion. Motion carried.

The Board reviewed Martin Mallory's application for licensure. Ms. Milazzotto made a motion to deny his application. Mr. Lepper seconded the motion. Motion carried.

The Board reviewed the applications for reinstatement for Robert Fleming and Theodore Hodge. Mr. Lepper made a motion to approve Mr. Fleming's reinstatement and to approve Mr. Hodge's reinstatement pending receipt of the renewal form. Ms. Milazzotto seconded the motion. Motion carried.

## **ELECTION**

Ms. Milazzotto made a motion to elect John Lepper as the chair effective January 1, 2017. Ms. Milans seconded the motion. Motion carried.

## **NEXT MEETING**

The next regular board meeting is scheduled for May 5, 2017 at 1:00 p.m. The Board will hold a special meeting on December 1, 2016 at 9:30 a.m.

## **TRAVEL**

Ms. Milans made a motion to approve payment of travel expenses for eligible members. Mr. Lepper seconded the motion. Motion carried.

## **ADJOURNMENT**

Being no further business to come before the Board, Mr. Lepper made a motion to adjourn. Ms. Milans seconded the motion. Motion carried. The Board adjourned at 3:45 p.m.